

INTERNAL MEMORANDUM

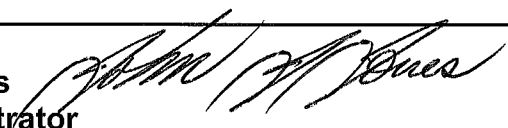
Office of the City Administrator

Springdale, Ohio

November 27, 2020

To: Mr. Thomas Vanover
President
Springdale City Council

From: John J. Jones
City Administrator



Re: Report on Pending and Future Legislation

Item I

An Ordinance Authorizing the 2021 Fee Schedule with CT Consultants, Inc. for Engineering Services and Declaring an Emergency

CT Consultants has submitted a request to amend their fee schedule with the City for 2021. The proposed rates for their various hourly positions have an overall average increase of 2.0% over the current 2020 rates. In addition, CT Consultants has also requested an increase in their monthly retainer from \$1,800 per month to \$1,900 per month. If approved by Council, the new rates and retainer would not go into effect until January 1, 2021.

An ordinance, with an emergency clause, authorizing an adjustment to the CT Consultants fee schedule will be presented for Council's consideration on **12/02/2020**.

Item II

An Ordinance to Establish a Custodial (Agency) Fund Entitled the Springdale Youth Boosters (SYB) Fund and Declaring an Emergency

Beginning in 2021, the Community Center will offer an online registration option for all of the youth sports programs offered by the Springdale Youth Boosters (SYB). Along with the registration, any associated fees will also be able to be paid online. Previously, any money collected on behalf of SYB for youth sports programs was given directly to SYB and not processed through the City's accounts. Now that the City will be offering the ability to pay online with the money being deposited directly into the City's account, any monies collected and expended for SYB will need to be recorded separately. To accomplish this, a custodial (agency) fund will need to be established.

An ordinance, with an emergency clause, to establish a custodial (agency) fund entitled the Springdale Youth Boosters (SYB) Fund will be before Council at the **12/02/2020** meeting.

Item III

Two (2) Separate Resolutions Confirming the Mayor's Appointments to the Board of Health

In the City of Springdale Charter, the Mayor of the City is responsible for appointing the members of the Springdale Board of Health, and the legislative body (City Council) is to confirm those appointments. Mayor Doyle H. Webster has indicated his intentions to re-appoint Mr. Kevin Ketring and Mrs. Rita Hart to serve on the Board of Health with terms ending December 31, 2022.

Two (2) separate resolutions confirming Mayor Webster's re-appointments of Mr. Kevin Ketring and Mrs. Rita Hart are scheduled to be before Council at the **12/02/2020** meeting.

Item IV

An Ordinance Amending Section 73.041 of the Codified Ordinances of the City of Springdale, Ohio

The Rules and Laws Committee of Council met on November 4, 2020 to discuss the parking of commercial vehicles and non-recreational trailers in the City. As a result of the meeting, an amendment to Springdale Code of Ordinances Section 73.041 Commercial Vehicle Parking has been recommended. The amendments in this section redefine what a commercial vehicle is and further defines the exemption for commercial vehicle parking.

An ordinance amending section 73.041 of the Codified Ordinances of the City of Springdale, Ohio is anticipated to be before Council for a first reading at the **12/02/2020** meeting. A second reading is expected at the **12/16/2020** meeting.

Item V

An Ordinance Amending Section 153.252(F)(8) of the Codified Ordinances of the City of Springdale, Ohio

Also as a result of their meeting earlier this month, the Rules and Laws Committee of Council has proposed amendments to Section 153.252(F)(8) of the Springdale Codified Ordinances regarding the parking of commercial vehicles and non-recreational trailers in residential zoning districts. The proposed amendments would allow a non-recreational trailer to be stored in an unenclosed area on residential property provided it is located in the side or rear yard of the property, at a distance farther than five feet from the property line, and parked on an improved surface of concrete or asphalt. Just as in the prior legislation, the amendments to this section also redefine what constitutes a commercial vehicle.

An ordinance amending section 153.252(F)(8) of the Codified Ordinances of the City of Springdale, Ohio is anticipated to be before Council for a first reading at the **12/02/2020** meeting. A second reading is expected at the **12/16/2020** meeting.

Item VI

An Ordinance Setting the Employee Pay Rates for 2021 and Declaring an Emergency

As a part of this year's budget process, the City Administration is recommending that Council authorize a two-percent wage increase for all non-union full-time City employees, part-time Firefighters, and all other part-time employees. The pay ordinance would be designed to go into effect on December 20, 2020, meaning employees will receive the benefit of the pay increase on the first pay for 2021 (January 7, 2021).

An ordinance, with an emergency clause, setting pay rates for full-time City employees not covered by a collective bargaining agreement, part-time Firefighters, and other part-time City employees is scheduled to appear before City Council at the **12/16/2020** meeting.

Item VII

Adopting the Final Appropriation and Transfer Ordinance for 2020

This ordinance is adopted each December in order to balance out all departments in the General Fund and to insure we balance within all funds at the end of the year. This is accomplished either by moving funds already appropriated or by adopting additional appropriations to cover actual expenses. An appropriation ordinance does not require an emergency clause and will go into effect immediately after adoption by Council and execution by the Mayor.

The 2020 final appropriation ordinance will be presented for Council's consideration at its meeting on **12/16/2020**.

Item VIII

Adopting a Temporary Appropriations Ordinance for the Period January 1, 2021 until the Fiscal Year 2021 Appropriations Permanent Ordinance is Adopted by City Council

The first Springdale City Council meeting of 2021 falls on Wednesday, January 6, 2021. To provide for City operations until the 2021 Annual Appropriations Ordinance is adopted, a temporary appropriations ordinance will need to be adopted by City Council. The adoption of this ordinance is an annual practice of the City.

A temporary appropriations ordinance will be presented for Council's consideration at the meeting of **12/16/2020**. Because this is an ordinance dealing with financial matters, it may take effect on January 1, 2021 without an emergency clause.

Item IX

Authorizing a Preliminary Ordinance with the State of Ohio Department of Transportation (ODOT) for Guardrail Replacements within the City of Springdale and Declaring an Emergency

The City has been notified by District 8 of the Ohio Department of Transportation (ODOT) that they are planning a guardrail replacement project which includes work within the City of Springdale. The project is expected to be bid in early 2021 with construction beginning in June. ODOT will be replacing the Type A guardrail and end treatments along State Route 4 under the I-275 overpass. The replacements will be at no cost to the City; however ODOT is requesting an agreement be put in place which authorizes them to perform the work within our jurisdiction.

An ordinance, with an emergency clause, authorizing the Mayor and Clerk of Council/Finance Director to enter into an agreement with the Ohio Department of Transportation for guardrail replacements within the City of Springdale will be before Council at the **12/16/2020** meeting.

Item X

An Ordinance Authorizing the Mayor and Clerk of Council/Finance Director to Enter Into a Cooperative Agreement with Hamilton County for the East Kemper Road/CSX Bridge Repair and Declaring an Emergency

The City of Springdale has determined that the CSX Bridge at East Kemper Road is in need of repair and has explored grant funding for this project. Municipal Road Funds (MRF) have previously been awarded in the amount of \$145,430. This amount was one third of the preliminary construction cost estimate. In November 2020, the condition of the bridge was determined to be significantly worse than the prior bridge inspection reports had indicated. As a result, the estimated cost for the project has now increased to \$902,341. While the bridge is located within Springdale, Hamilton County is the owner of the bridge. Accordingly, they have committed to provide \$150,000 toward the cost of the repair project. The City will need to enter into a cooperative agreement with Hamilton County to receive the funds. In addition, an application requesting State Capital Improvement Program (SCIP) Funds for half (\$451,170) of the current project estimate has been filed. If the SCIP funding is awarded, Springdale's cost would be the remaining \$155,741. Currently, the project is scheduled for bid in late 2021 with a 2022 construction start.

An ordinance, with an emergency clause, authorizing the Mayor and Clerk of Council/Finance Director to enter into a cooperative agreement with Hamilton County is anticipated to be before Council at the **12/16/2020** meeting.

Item XI

Several Resolutions for Council Appointments to Various Boards, Commissions, and Committees

A review of the Boards and Commissions document (dated 11/05/2020) shows the terms of several members of the various boards and commissions expire at the end of this calendar year. Below are a number of board or commission members, according to the document, with terms expiring this year:

Board or Commission	Name	Term Ends	Appointment Source
Charter Revision	Michele Gilmore	12-31-20	Council Appt.
Civil Service Commission	Kathy Nienaber	12-31-20	Council Appt.
Tax Review Board	Gregory D. Johnson	12-31-20	Council Appoint.

Item XII

Other Items of Interest:

1. Presentation of the 2021 Budget – **12/16/2020**.
2. Proclamation Recognizing City Engineer Don Shvegza – **12/16/2020**.
3. Introduction of New Hires and Promotions – **TBD**.

Mayor
Clerk of Council/Finance Director
City Council
Assistant City Administrator
Law Director
City Engineer
Department Directors
Recording Secretary
Reading File